



CITY OF DALLAS
Urban Renewal Advisory Committee
Dallas City Hall
187 SE Court Street, Dallas, Oregon 97338
Tuesday, May 6, 2014 – 5:30 p.m.

1 **MINUTES**

2 Members Present: Chair Rich Rohde, Brian Dalton, Ken Jacroux, Jim Fairchild, David Shein, Nancy
3 Adams, LaVonne Wilson and Bob Brixius

4 Absent: Craig Pope, Chelsea Pope, Joe Koubek

5 Staff: Community Development Director Jason Locke, Planner John Swanson

6 **CALL TO ORDER**

7 Chair Rich Rohde called the meeting to order at 5:30 p.m.

8 **APPROVAL OF MINUTES**

9 The minutes of the April 1, 2014 meeting were presented and approved.

10 **PUBLIC COMMENTS**

11 Catherine Ross introduced herself to the committee as a guest of Mayor Brian Dalton. Mayor Dalton
12 reported that Ms. Ross was providing assistance with the Façade Grant program.

13 **OLD BUSINESS**

14 Community Development Director Jason Locke reported that a few downtown business and property
15 owners are working on the grant submittal process. He identified a situation that has come up
16 regarding grant applicants wanting to rehab only the street-level storefronts and not the upper stories
17 of the buildings. The primary issue is the very probable presence of lead paint and the expense to have
18 it removed for new improvements. Committee Member David Shein remarked that half of a building
19 improvement is better than none. Chair Rich Rohde asked how much lead paint was present on
20 downtown buildings and Mr. Locke state that we don't know. Committee member Jim Fairchild
21 educated the committee on what safe lead paint abatement consists of including appropriate removal
22 and disposal of the lead paint required by law. The consensus of the group was that partial building
23 rehabs should be eligible for grants. Staff will move forward with that decision.

24 Mr. Locke reported that the kiosk sign to be installed downtown is under development. The historic
25 components will be reviewed and vetted by historian Sue Rohde. New signs for downtown businesses
26 are coming soon. Mr. Locke concluded with a review of the projects selected for this year.

27 **NEW BUSINESS**

28 Community Development Director Jason Locke presented a draft of written rules for the Urban Renewal
29 Advisory Committee to guide the group's membership and governance. Mr. Locke pointed out that the
30 written rules are mostly procedural and the now-written section outlining the committee's purpose and
31 function is what we've been doing with written rules anyway. Committee member David Shein
32 commented that it's a good piece of work, very concise. Regarding terms of service for members, Mr.

33 Shein asked when it would start. Mr. Locke replied that we will start right away staggering terms so that
34 the entire committee will not change over at one time. Chair Rich Rohde asked when the timeline for
35 the new rules would start; fiscal or calendar year? Mr. Shein recommended using the calendar year and
36 the committee concurred. Mr. Shein further commented on the new rules regarding how many
37 meetings a member may miss in any 12 month period, and that the conflict of interest part of the rules
38 is unclear. Chair Rohde asked that the conflict of interest language be changed to be more explicit.
39 Davis Shein moved that the rules be recommended to the Urban Renewal Agency with the changes
40 recommended above. LaVonne Wilson seconded and the committee voted unanimously to make the
41 recommendation to the Agency.

42 **MEMBER COMMENTS**

43 Mayor Brian Dalton updated the committee on the progress of the downtown association. He reported
44 that they have a 9 person steering committee and as many as 20 to 25 people are attending meetings.
45 The new association has a nearly complete set of officers and that they were working to get a RARE
46 program student intern to work for the association. Mr. Dalton said that he sees downtown being
47 managed by a three legged stool: City of Dallas, Chamber of Commerce, and the Downtown
48 Association. Chair Rich Rohde asked if the URDAC could assist in any way. The mayor replied that
49 perhaps we could in the future. Committee member LaVonne Wilson asked if Urban Renewal could
50 provide some financial assistance. Jason Locke responded that Urban Renewal money is specifically for
51 capital improvement projects. Committee member Jim Fairchild remarked that downtown business and
52 property owners need to assume some responsibility for the downtown. Mayor Dalton replied that the
53 downtown association is a work in progress. He further stated that they would interview RARE program
54 student interns this summer and someone ready to start in the fall. Chair Rohde added that, although
55 Urban Renewal is limited to spending money on capital improvements downtown, this new association
56 may want to have some input into project prioritization.

57 **STAFF COMMENTS**

58 Jason Locke reported that we've started communicating with the State again regarding acquisition of
59 the former Armory property and that we should have it under local control this summer. Chair Rich
60 Rohde commented that we will be able to discuss long and short term goals for the property once it's in
61 local hands.

62 **OTHER BUSINESS**

63 None.

64 The meeting adjourned from City Hall at 6:20 p.m.